

Commission for Statewide Contracts to
Support Employment for Individuals with Disabilities
Division for the Visually Impaired
1901 N. DuPont Highway
Biggs Bldg. Conference Room
New Castle, DE 19720
Meeting Minutes
June 18, 2019

Members Present: Clint Walker, Chair; Cindy Farmer, member; Dean Stotler, Director; Government Support Services (GSS); Cynthia Fairwell, Department of Labor, Vocational Rehabilitation (DOL/VR); Elisha Jenkins, Director, Division for the Visually Impaired (DVI/Ex-Officio) and Thomas Cook, Ability Network of Delaware (A.N.D./Ex-Officio).

Members Present by Phone: Jamie Johnstone, Department of Finance.

Members Absent: Carvella Jackson, member, and Doyle Dobbins, Vice Chair.

Others Present: Michele Hamilton, DVI; Mickey Kelley, A.N.D.; and Natalia Magruder, A.N.D

Others Present by Phone: Julie (Jo) Donoghue, Deputy Attorney General, DAG/Counsel

A quorum was determined and the meeting was called to order at 2:00 PM.

Approval of Minutes:

Dean Stotler moved to accept the May 21, 2019 meeting minutes; Cindy Farmer seconded. Motion carried.

Old Business:

A.N.D.'s proposal to reduce pricing due to a reduction in cleaning space for the set-aside janitorial contract at State Police Troop 2: Dean Stotler moved to accept the pricing adjustment and Cindy Farmer seconded. Motion carried.

New Business:

No new business submitted.

Report of the Chair:

The Chair did not have an additional report.

Report of the Sub-Committees:

- **Regulations Sub-Committee:** No report.
- **Central Non-Profit Agencies Subcommittee:**
Dean Stotler, Chair, had no activities to report.

Report-Ability Network of Delaware (A.N.D.)

- Thomas Cook reported on an incident that occurred at the Air National Guard resulting in a review of the Criminal Background check procedures. Additional levels may be necessary. A.N.D would comply with any additional requests.
- Thomas also reported State Police Troop 2 is in need of floor care which is not currently in their contract. A.N.D. is in the process of obtaining proposals for the floor care.
- Mickey Kelley continues to do business development outreach. Mickey is working on a partnership with Delaware Technical and Community College for temporary employment and short-term projects for set-aside contracts. He is also working with Sussex County who has the same issue with filling low-end positions.
- Mickey reported on FedCap's submission of a proposal for the City of Dover's Janitorial contract, a decision will be announced on August 6, 2019.
- Thomas Cook and Natalia Magruder reported on quality issues with the Sussex County Courthouse. A.N.D. is meeting with them to resolve issues but they may request a change in the provider.

Public Comment:

None

Adjournment:

Dean Stotler made the motion to adjourn.

Meeting adjourned at 2:25 PM by Clint Walker, Chair.

Next meeting date is Tuesday, July 16, 2019 at the Division for the Visually Impaired
1901 N. DuPont Highway, Biggs Bldg., Conference Room, New Castle, DE 19720

Respectfully submitted,
Michele Hamilton
Administrative Specialist III
Division for the Visually Impaired